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Federal Women's Program

NFAC Working Group

20 December 1979

Dear Members:

As 1979 draws to a close as well as half my term as chairman of our Working Group, I hope you will indulge me this opportunity to make a few remarks and observations regarding where we have been and where I see us going in the next six months. As was mentioned at our last business meeting, we have indeed accomplished much since June. Much, however, remains to do!

First, let me thank those of you who attended our meeting with Mr. Clarke. I believe that many got to vent long-held and justifiable angry feelings. Unfortunately, however, I am not sure we were able to accomplish much more. I had hoped we could focus on the two specific issues raised in the covering memo to Mr. Clarke, which you approved at the December meeting, and discuss our ideas for working with him to address these concerns. Several have been mentioned during the course of our many group and individual discussions-- the creation of bridge positions and rotational "job enrichment" assignments for the clerical/secretarial workforce; uniform implementation of an aggressive career development program to include "trained" counselors and women with experience in overcoming the barriers to success in this organization; a program to educate women themselves in terms of what they can do for their own careers; and the uniform implementation of an NFAC policy that would provide a variety of training opportunities that would mean career development for women. Experience has shown me that we must confront management with coherent, objective, realistic and reasoned specifics. We must have something for which we can hold them accountable. Again, I don't think that we did too much toward that end on the 12th. Management cannot be held accountable for anything as general as "making our anger go away." I am also not too sure that we can be effective as a group of 20 in meeting with NFAC managers unless they are going to be addressing us. I would like you to think about this whole subject of interaction with management and about sending three or four of our members for a follow-up meeting with Mr. Clarke. I think it would be helpful to go with the clear understanding that we will not use the opportunity to rehash personal grievances and general complaints about the organization, even if they are invited, but rather to focus the agenda and structure the meeting toward the achievement of our goal: educating management, telling them of our concerns but ones that we can realistically do something about, and asking their help in accomplishing our overall objective: improving the employment and advancement opportunities for women in NFAC.

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For the first half of 1980, we will be working on our lunchtime sessions, and we will be undertaking a formal program on career development. I look forward to everyone's full participation. We can only succeed with your personal commitment.

Wishing each of you a happy and peaceful holiday season and much success in 1980.

Sincerely,

Bonnie

AGENDA--MEETING 9 January 1980--2E62--2:30

- I. Old Business
 - A. Minutes
 - B. Report from the Chair:
 - Memo to
 - Vacancies
 - C. Meeting with Bruce Clarke
 - D. Final Preparations for 15 January 1980
 - E. Report from Program Chairman
- II. New Business
 - A. Scholarship Day at NPIC--Report submitted by

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Minutes of the 9 January 1980 FWP NFAC Working Group

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The minutes stood approved as read.

Report from the Chair: Bonnie announced she would be changing jobs as of 28 January. She can be reached at [] in HQ. 2F24 in NFAC Planning, Management and Evaluation Staff. She said that she had sent a memo to [] NFAC Personnel Officer and had had a meeting with him to discuss getting a monthly listing of women promoted to specific grades (as the Group recommended) so that congratulatory memos and information could be sent to them regularly. He raised several points that the group then discussed, but the feeling was that we should definitely pursue the issue. He said he would speak to D/NFAC and get back to us. The meeting with D/NFAC was evaluated, and it was decided that a memo be sent asking to postpone a second meeting.

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The vacancy problem on the group was also discussed, and it was decided that Bonnie G. would draft a memo to office directors/personnel officers addressing the issue.

Final Preparation for Lunchtime Session: report from Bonnie and Sue that all was ready and that we would anxiously await the results of a good publicity effort. Thanks to all those involved!

Report from Program Chairman: Janice gave a report saying that she had contacted Shirley and security and was also in touch with an outside speaker, Ms. Anne Haulsée. She suggested dividing the presentation as follows: someone to speak from NFAC management's point of view; Anne speak from the point of view of developing a career; and a panel of successful women share their views on the issue. She will arrange to meet with the NFAC Career Development Officer and then draft a proposal for D/NFAC.

NPIC Scholarship Day: Material from the presentation was made available to group members.

Betty - when does your term expire.

REMEMBER: MONTHLY MEETING 27 FEB. 1980, 2:30-3:30, 2E62.

Please make every effort to attend. Let's not lose our momentum now!

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